TOWN OF DALTON 756 Dalton Road Dalton, NH 03598

756 Dalton Road Dalton, NH 03598	Request to use:		
PERMIT REQUEST TO USE TOWN PROPERTY			
Date:	Group:		
Name/Contact:	Telephone:		
Address:			
I, on behalf of _ of Town Property is a privilege extended to me and that the	understand that use		
Town emergency requiring use of said property. Further,			

INDEMNIFICATION: Definitions -A. INDEMNITOR – User of Town Facilities B. INDEMNITEE – Town of Dalton

permit as outlined below shall result in cancellation of this permit.

Indemnitor agrees to indemnify indemnitee from any and all liability, loss or damage including but not limited to bodily injury, illness, death, or property damage that indemnitee becomes legally obligated to pay as a result of claims, demands, costs of judgments against indemnitee arising out of use of Town Property caused by or arising out of the negligence, fault breach of use permit or strict liability of the indemnitor, the indemnitee or third parties whether such negligence, fault breach of use permit or strict liability is sole, joint, or several.

PERMITTED USES: Town facilities may be used for non-profit and for profit events subject to the approval of the Dalton Selectboard. Town Facilities my not be used for any religious purposes.

REPAIRS OF FACILITIES: User agrees to replace or repair any and all Town Property damaged during the use of said Town Property.

SECURING TOWN FACILITIES: User agrees to be responsible for the following:

- 1. Floors are not to be damaged or scratched while using town property.
- 2. All chairs and tables must be properly stowed away, according to the custodian's specifications.
- 3. Arrangements for keys are made in advance of the event, specific to each building/department policy. Please inquire.
- 4. All trash is to be cleaned up and removed by person using the facility and disposed of properly.
- 5. If used during the event, the kitchen must be cleaned.
- 6. This permit is to be displayed during the event.

RULES WITHIN TOWN FACILITIES:

- 1. No smoking is allowed in any town building.
- 2. No use of alcohol is allowed in any town building.
- 3. All trash generated from the event must be removed from the premises for proper disposal.
- 4. Parking shall be in designated areas only.
- 5. No Candles or open flames are allowed in any town building.
- 6. Any decorations must be removed immediately after the event or facilities use.

APPROVAL PROCESS:

For use of any town building, this form must be submitted to the Selectboard's Office and is approved by the Selectboard at a regular meeting.

This form requires approval from the Fire Chief for use of the fire station.

The reservation fee is \$100. Some of the fee may be returned, at the discretion of the Selectboard, upon satisfactory inspection of the building after use.

All payments shall be made by check payable to **Town of Dalton**. Reservation fees may be escrowed. Town property used for business purposes are subject to fees ranged from \$100 to \$500 with no reimbursement.

REVOCATION OF PERMIT: Non-compliance with this policy could result in revocation of permits by the Selectboard.

The maximum capacity of the town	building, requ	nested is persons.	
Date of Use:	Start Time:	End Time:	
Property being Used:		Purpose:	
Equipment Needed: Tables	Chairs	Fee \$	Paid
I agree to the above statement and i	nstructions:	(Signature of Res	ponsible Party)
Approved:		Date:	
Administrative Assistant and / or So	electperson	_	
Fee due \$			
Date Paid:		Check #	
Person Collecting Fee/Telephone N	umber:		
Building Key(s) Provided:	·	Date Provided:	
(Signature of Responsible Party)			
Building Key(s) Returned Date:		Received by:	
Date of Policy Adoption			